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RECEIVED
MAY 12 2008
CITY OF LAFAYETTE

May 7, 2008

TO: CITY MANAGERS
FROM: BEST BEST & KRIEGER LLP
RE: 2008 MANDATORY REVIEW OF CONFLICT-OF-INTEREST CODES

This is a reminder that 2008 is a mandatory review year for all public agencies to review their conflict-of-interest codes, file Biennial Notices with their code-reviewing bodies, and update their conflict-of-interest codes, if necessary.

On or before July 1, your City Council, as the City's code-reviewing body, must notify you of this and direct you to review the City's Code. If you have not done so already, it is suggested that you place this item on your agenda as soon as convenient, but in no event later than July 1, 2008. You will then have until October 1 to complete your code review and file your Biennial Notice with your City Clerk reflecting the results of your review. If you find that you are required to update your Code you will have 90 days after the filing of your Biennial Notice to complete the amendment and submit it to the City Council for approval. (Gov. Code § 87306.5)

Throughout the summer and fall, we will be assisting clients with these reviews and any necessary updates. If you participate in BBK's Update Program - Project 1, we will be contacting your filing officers directly for certain specifics regarding your list of designated employees and the filing of your Biennial Notice. Meanwhile, if you have any questions regarding the 2008 biennial review process, please contact our conflicts of interests and ethics coordinator, Dianna Marie Valdez, or your principal lawyer here.

Also, please contact Dianna if you are not currently a participant in our Update Program - Project 1 but would like to participate for this code-review cycle.

MICHAEL T. RIDDELL

cc: City Clerks/Filing Officers

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